

SAN JOAQUIN COUNTY CHILDREN AND FAMILIES FIRST COMMISSION

————— MEETING SUMMARY —————

Public Health Auditorium
1601 East Hazelton Avenue
Stockton CA

Wednesday, September 22, 1999 7:00 a.m.

(approved October 4, 1999)

1. Meeting was called to order by Chairperson Gutierrez at 07:04 a.m. Roll call was taken and all commission members were in attendance except for Commissioners Fujii (arrived at 07:10) and Snider.
2. Meeting summary from September 1, 1999 was presented for approval. Commissioner Adubofour suggested using a term other than “tardy” for commissioners who arrive after the start of the meeting. Future meeting summaries will indicate time of arrival.

Motion: Approve meeting summary from September 1, 1999. (Flenoy–Kelley/Grande – Motion passed 6–0)

3. Staff presented a brief overview of the revised implementation guidelines issued by the State commission. It was noted that some areas of the revised document were significantly different than the previous version that was issued. It is expected that the commission and the consultant will use this as document as a resource during the strategic planning process.

Commissioner Gutierrez noted that the guidelines are intended to provide guidance, but are not mandatory. Commissioner Mitchell mentioned that he had a discussion with Jane Henderson, Executive Director of the State commission regarding the State commissions oversight role. Dr. Henderson indicated that the State commission would have no authority to veto or determine the acceptability of local strategic plans. Commissioner Adubofour suggested that the planning process include consideration of how gifts, grants, and donations are handled.

4. Staff presented a letter from Jane Henderson, Executive Director of the State commission, describing the format for the annual report on local commission activities that is required by Proposition 10. This report is due on October 15, 1999. Staff is working to assemble the report and advised the commission that a public hearing will need to be conducted prior to submittal of the report to the State commission.

Commissioner Grande suggested keeping detailed financial records on the commission's expenditures in order to facilitate the auditing process. Staff noted that the Auditor's Office had been provided with a file, which included documentation for commission expenditures. Commissioner Vera noted that in addition to the financial reporting there was also program reporting requirements. Staff will deliver a draft of the entire report to the commissioners for review prior to the deadline.

5. Paul Harder reviewed the strategic planning activities that will be performed and provided the commission with a proposed schedule and cost estimate for Phase II. He discussed the methods that will be used to involve the public, strategies for collecting data and identifying community assets, and the creation of an advisory group to design a system of services that is consumer-oriented and easily accessible. He noted that the proposed schedule would require a significant time commitment from the commissioners.

Commissioner Gutierrez inquired about the Brown Act requirements for the proposed advisory group and whether the appointments would be made by the commission or Board of Supervisors. Staff responded that the advisory group would be subject to the Brown Act and that the commission would appoint the advisory group as noted in the County ordinance.

Discussion was held regarding the composition of the advisory group, the ability of the commission to create other committees as necessary, data to be collected during the strategic planning process, distribution of the final strategic planning schedule, and facilitator support services to be provided to the advisory group.

Motion: Approve strategic planning process (amended to include flexibility on size of advisory group), consultant workscope, cost proposal and recommends approval of a consultant agreement by the Board of Supervisors. (Vera/Grande – Motion passed 7-0)

6. Comments from the public:

Bobby Bivens/NAACP, Gemini – wanted to confirm that the commission planning meetings would be open to the public.

7. Comments from commission members:

None.

8. *Meeting was adjourned to October 4, 1999 at 03:00 p.m. (Mitchell/Grande – Motion passed 7-0)*